

INSTRUCTIONAL CLOCK HOUR DISCLOSURE - FORM 1

School Name

School Code

Accrediting Association

Date of last accreditation visit

Course Title

Total Instructional Clock Hours/Course Length (Weeks)

CIP Code*

Class Title	Lecture Hours	Lab Hours	Practicum Hours	Total Instructional Clock Hours	Total Credit Units

*Leave blank if you do not know the CIP Code.

INSTRUCTIONAL CLOCK HOUR TO CREDIT CONVERSION: The formula used to calculate the number of (check one) ____quarter units or ____semester units is as follows:

one credit = ____ lecture hours

one credit = ____laboratory hours

one credit = ____practicum hours (internship/externship)